

Meeting Minutes for  
Rico Fire Protection District  
Regular Meeting February 15<sup>th</sup>, 2021

The regular Rico Fire Protection District Meeting was called to order at 7:02 p.m. by Chairman Gregg Anderson.

**Members Present:** In-person: RFPD Board members Gregg Anderson, Raegan Ellease, Mary Hagan. Stacy Sheridan and Susan Robertson were present via Zoom.

**Guests Present:** RFPD Administrator David Kunz, Allyn Svoboda (via Zoom)

**Approval of Agenda:** Stacy Sheridan moved to approve the agenda as written. Susan Robertson seconded the motion. Approval was unanimous.

**Approval of Minutes:** Stacy Sheridan moved to approve the minutes for January 18th, 2021 as submitted; Mary Hagan seconded the motion. Approval was unanimous, with Susan Robertson abstaining.

**Public Comment:** No public comment.

**Approval of Financial Report and Accounts Payable:** Raegan Ellease moved to approve payment for the bills as presented and to accept the financial report; Mary Hagan seconded the motion. Approval was unanimous.

**Administrative Report:** Kunz stated that the end of 2020/start of 2021 recordkeeping and compliance was largely completed. The approval of Exemption from Audit is on the agenda. There was discussion over alternatives for the investment of the large cash balances in both the CSAFE pension fund and the DSB General account. This item will be on the March agenda.

**Grants (Awarded):**

**2020 EMTS grant:** \$7,196.00 to purchase a refurbished CPR compression device ("Lucas 2") at a 20% match. The purchase order has been executed. The 20% match is included in the 2021 Rico Center grant. Closeout date is 6/30/21.

**Rico Center 2021:** \$39,185.98 for General Operations and property improvement; \$2775.00 for the 2021 Fourth of July. Grant funding has been approved and the award checks have been received and deposited.

**DOLA administrative/planning grant:** Kunz applied for \$3050.00 in DOLA funds to assist with the surveying of the recently purchased property as well as the rendering of technical drawings by Jones and DeVille. The funding has been awarded and the purchase order is in process.

**SIPA Micro-Grant:** \$2,500 in funding for revision of the RFPD website and migration to the State platform. The funding has been awarded and the purchase order is in process. Karen Overn will do the migration and the new website should be live well before the Fourth of July.

**Grants (Pending):** See Old Business agenda item in re: DOLA funding.

**Fire Chief Report (Administrator David Kunz):**

**Runs:** (2) Motor vehicle accidents, neither with transport

**Training:** CPR certification, to be held 2/23, taught by Scottie Larsen; Chauncey McCarthy continues to participate in the FF1 class hosted by MCFCA.

**Equipment:** Suburban is having stalling issues, will check codes in-house

**Old Business:**

**New Property Improvement Plan:** J&D engineering presented preliminary numbers for a construction project. At \$100/ sq. ft., x 8000 sq. ft., the construction project would be in the \$800,000 range as opposed to sub-\$500,000. The District discussed strategies to reduce or defer costs, including construction of a partial building as a first phase. Due to the need for lining up more financing and/or reducing the building cost, it seems likely that the

District will look to the September Tier 2 cycle as opposed to the March 1<sup>st</sup> Tier 1 for DOLA funding.

**New Business:**

**Resolution 2021-1: Approval of Application for Exemption from Audit:** Heidi Trainor, CPA prepared the application in January. Gregg Anderson moved to approve Resolution 2021-1; Raegan Ellease seconded the motion. Approval was unanimous. Kunz will check to ensure that section 10-5 of the application does not preclude mutual aid agreements.

The next regular RFPD Board meeting is scheduled to be held March 15<sup>th</sup>, 2021.

A motion to adjourn was made by Mary Hagan and seconded by Raegan Ellease at 7:42 PM. Approval was unanimous.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary